



FINANCE DEPARTMENT MEMO

TO: Finance Committee
Mayor, City Administrator
FROM: Anthony Burrows
DATE: 8/17/2022
RE: Chamber of Commerce

Year 2022 approved budget \$ amount	\$ 76,000
Year 2023 budget \$ requested	132,000
Increase/Decrease	56,000
% of increase/decrease	73.68%

FYI The City of Lynden for year 2023 would be providing 38.8% of the Chamber's yearly budget.

July 9, 2022

City of Lynden
Mayor Scott Korthuis
Councilmember Gary Bode
Councilmember Ron DeValois
Councilmember Gerald Kuiken
Councilmember Nick Laninga
Councilmember Brent Lenssen
Councilmember Kyle Strengolt
Councilmember Mark Wohlrab

Gentlemen;

The Lynden Chamber of Commerce and Visitors Center respectfully submits to the City of Lynden a funding request in the total amount of \$132,000 from the City general fund. This dollar amount is an increase of 4.76% over the 2022 funded amount of \$126,000, as I anticipate continued inflationary pressure and rising costs well into 2023 and perhaps beyond, including wages, supplies, marketing, and event-related expenses, just to name a few.

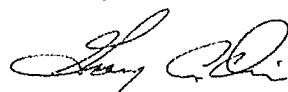
From a historical perspective, from 2010 to 2022 the rate of inflation according to the U.S. Bureau of Labor and Statistics is 38.75%, while Chamber funding from the City in that same time period has increased 38.06%, City of Lynden sales tax revenues have increased 82.14%, with the community experiencing a 34.86% increase in population.

For the year 2023, I hesitate to request dollars from the Lodging Tax Fund, and though we still plan to produce community events drawing tens of thousands of attendees, partially using City funds to do so, experience from prior recessionary years has taught me to focus on local consumers as quickly as possible, more so than visitors in such circumstances. While Lodging Tax revenues are an excellent source of what could be termed "self-generating and sustaining revenue", and useful to the Chamber, these funds are not as flexible as needed to market to local consumers, whereas City general fund revenue allows greater flexibility to pivot in multiple directions should we find the economic climate more favorable to either tourists, consumers, or other community needs should they arise. Funding needs can be swapped from the general fund to the Lodging fund which will fit the criteria at this time.

As always, I am open to whatever the City desires the Chamber to do to receive the funds necessary to perform our daily work, be that assisting with flood victim emergency relocation as we did in 2021, marketing, engaging our members, promoting the community, or assisting other community groups.

Thank you for your consideration and continued support of Lynden community organizations.

Sincerely,



Gary Vis
Executive Director
Lynden Chamber of Commerce

LYNDEN CHAMBER of COMMERCE - 2023 BUDGET



INCOME	CHAMBER	2022 CITY	2022 TOTAL BUDGET	2023 CHAMBER	2023 CITY	2023 TOTAL BUDGET
Chamber Dues Revenue	68,000	0	68,000	68,000	0	68,000
Chamber NonDues Revenue	130,600	0	130,600	140,000	0	140,000
City Income	0	126,000	126,000	0	132,000	132,000
Total Chamber Income	198,600	126,000	324,600	208,000	132,000	340,000

NOTE: Income and expense detailed reports included in this packet

LYNDEN CHAMBER of COMMERCE - 2022-23 INCOME BREAKDOWN

	2022 CHAMBER	2022 CITY	2022 TOTAL BUDGET	2023 CHAMBER	2023 CITY	2023 TOTAL BUDGET
Chamber Dues Revenue	68,000		68,000	68,000		68,000
Chamber NonDues Revenue						
Raspberry Festival	68,000		68,000	74,000		74,000
Christmas	8,500		8,500	8,500		8,500
Farmers Day	6,000		6,000	6,000		6,000
Harvest Festival	2,500		2,500	2,500		2,500
Misc. Fundraising	2,000		2,000	2,700		2,700
Lynden in Lights	600		600	600		600
Miscellaneous Income	1,400		1,400	1,400		1,400
Welkom Basket	9,000		9,000	9,000		9,000
Member Services	16,500		16,500	16,500		16,500
Community Cash Back	9,300		9,300	12,000		12,000
Map /Directory	2,000		2,000	2,000		2,000
Sales/Donations	4,800		4,800	4,800		4,800
SUBTOTAL CHAMBER INCOME	130,600		130,600	140,000		140,000
TOTAL CHAMBER INCOME	198,600		198,600	208,000		208,000

LYNDEN CHAMBER of COMMERCE - 2022-23 EXPENSE BREAKDOWN

EXPENSES	2022 CHAMBER	2022 CITY	2022 TOTAL BUDGET	2023 CHAMBER	2023 CITY	2023 TOTAL BUDGET
EXPENSES:						
Community Cash Back	1,500	0	1,500	1,500	0	1,500
Events						
Transportation/Fuel	0	600	600	0	600	600
Lighted Parade/ Sinterklaas	1,000	4,400	5,400	1,000	4,400	5,400
Farmers Day	1,200	4,250	5,450	1,200	4,250	5,450
Harvest Festival	200	2,000	2,200	200	2,000	2,200
Parade/Float	0	3,200	3,200	0	3,200	3,200
Raspberry Festival	42,000	0	42,000	43,500	0	43,500
Marketing						
Travel	1,000	1,000	2,000	1,000	1,000	2,000
Advertising	0	7,000	7,000	0	8,300	8,300
Brochures/Outreach programs	0	12,000	12,000	0	12,000	12,000
Lynden Homepage	0	2,600	2,600	0	2,600	2,600
Signs and Banners	0	5,000	5,000	0	5,000	5,000
General marketing	0	8,050	8,050	0	8,050	8,050
subtotal page 3 expenses	46,900	50,100	97,000	48,400	51,400	99,800

EXPENSES	2022 CHAMBER	2022 CITY	2022 TOTAL	2023 CHAMBER	2023 CITY	2023 TOTAL
Operating Expense						
Copy Machine	400	400	800	400	400	800
Liability Insurance	600	0	600	800	0	800
Payroll Expense	84,000	54,000	138,000	90,000	58,000	148,000
Payroll taxes/L&I/etc.	14,000	0	14,000	14,300	0	14,300
Employee Benefits	13,800	0	13,800	14,500	0	14,500
Office Equipment	700	0	700	700	0	700
Office Expense Misc.	1,000	1,000	2,000	1,000	1,000	2,000
Office Lease	10,300	10,300	20,600	11,000	11,000	22,000
Office Supplies	1,200	1,200	2,400	1,200	1,200	2,400
CPA	400	0	400	400	0	400
Telephone	1,500	1,500	3,000	1,500	1,500	3,000
Utilities	4,000	4,000	8,000	4,000	4,000	8,000
Volunteer Recognition	800	0	800	800	0	800
Postage and Delivery	700	700	1,400	700	700	1,400
Storage	600	2,800	3,400	600	2,800	3,400
Member Services						
Board	3,200	0	3,200	3,200	0	3,200
Member Events/ Services	11,300	0	11,300	11,300	0	11,300
Touch of Dutch Tours	0	0	0	0	0	0
Welkom Basket	3,200	0	3,200	3,200	0	3,200
subtotal page 4 expenses	151,700	75,900	227,600	159,600	80,600	240,200
TOTAL EXPENDITURES	198,600	126,000	324,600	208,000	132,000	340,000



FINANCE DEPARTMENT MEMO

TO: Finance Committee
Mayor, City Administrator
FROM: Anthony Burrows
DATE: 8/22/2022
RE: Lynden Community Center

Year 2022 approved budget \$ amount	\$ 50,904 prof services* 61,874 W.C. Interlocal
Year 2023 budget \$ requested	55,000 prof services 63,730 W.C. Interlocal
Increase/(Decrease)	4,096 prof services 1,856 W.C. Interlocal
% of increase/(decrease)	8.04% prof services 3.00% W.C. Interlocal

FYI The City of Lynden for year 2023 would be providing 38.49% of the community center's yearly budget. If the pass-thru from Whatcom County is excluded from the calculation, the amount would be 17.83% of yearly budget.

*The city's total budget for the community center in year 2022 was \$170,979. This included professional services paid directly to the community center for management of **\$50,904**, \$12,901 for liability insurance, \$40,000 repairs and maintenance, \$3,500 salaries, \$1,800 supplies and **\$61,874 paid out per the Whatcom County Interlocal which provided for a manager's salary and benefits**. The salaries, benefits and supplies are associated with the repairs and maintenance done by the city's public works department. The amounts for the insurance, repairs, and charges & services are the responsibility of the city as owner of the facility.

Projected Revenue

Agency/Satellite Name: Lynden Community/Senior Center

	<u>2022 Budget</u>	<u>2023 Budget</u>
INCOME:		
Membership	\$ 14,000.00	\$ 18,000.00
Private Donations	\$ 40,000.00	\$ 50,000.00
Meal Program	\$ 70,000.00	\$ 90,000.00
Program Income	\$ 20,000.00	\$ 4,700.00
Fundraising Events	\$ -	\$ 12,500.00
Subtotal	<u>\$ 144,000.00</u>	<u>\$ 175,200.00</u>
<u>Other Income:</u>		
Rentals	\$ 7,500.00	\$ 7,500.00
Interest Income	\$ 39,000.00	\$ 7,000.00
CITY OF LYNDEN	\$ 50,904.00	\$ 55,000.00 Requesting 8% increase
City of Lynden/What. Co. Interlocal	\$ 61,874.00	\$ 63,730.22
Total Other Income	<u>\$ 159,278.00</u>	<u>\$ 133,230.22</u>
Grand Totals All Income	<u><u>\$ 303,278.00</u></u>	<u><u>\$ 308,430.22</u></u>

Projected Expenses

Agency/Satellite Name: Lynden Community/Senior Center

	<u>2022 Budget</u>	<u>2023 Budget</u>
EXPENDITURES:		
Salaries & Benefits	\$ 190,500.00	\$ 161,000.00
Salaries & Benefits		\$ 55,000.00 **
Meal Program Supplies	\$ 75,000.00	\$ 98,000.00
Facilities Maintenance	\$ 12,500.00	\$ 11,500.00
CITY OF LYNDEN - Utilities	\$ 3,250.00	\$ 3,362.00
Utilities	\$ 11,000.00	\$ 15,000.00
Insurance	\$ 7,000.00	\$ 7,700.00
Professional Services		\$ 4,000.00
Program Expenses	\$ 8,000.00	\$ 9,500.00
Fundraising Expense		\$ 1,400.00
Technology	\$ 5,000.00	\$ 5,500.00
Communications & Supplies	\$ 10,000.00	\$ 18,000.00
Subtotal	\$ 322,250.00	\$ 389,962.00
Ending Cash & Investments	\$ (18,972.00)	\$ (81,531.78)
Total Expenditures & Ending Cash	<u>\$ 303,278.00</u>	<u>\$ 308,430.22</u>

**** City Funding allocated to this budget line**

City of Lynden
Agency/Satellite Capital Outlay Schedule
2023

Lynden Community/Senior Center

Item	Description	Budget Request
1	Installation of Security System	\$6,000
2	Storage Shed	\$5,000
3	Community electronic reader board	\$70,000
Total		\$81,000

Note: Use only for capital purchases that are greater than \$5,000 in cost and that has a life greater than 3 years.

If replacement of item that already exists, ie new HVAC, then it is a repair and maintenance item.

If needed, list those items below that are repair and maintenance large ticket items.

Repair and Maintenance:

Item	Description	Budget Request
1	repair/replace kitchen floor	\$15,000
2	new, energy efficient windows	\$30,000
3	replace flooring in "Card Room"	\$3,000
4	Replace 5 doors	\$9,000
5	HVAC System	



FINANCE DEPARTMENT MEMO

TO: Finance Committee
Mayor, City Administrator
FROM: Anthony Burrows
DATE: 8/17/2022
RE: Downtown Business Association

Year 2022 approved budget \$ amount	\$ 62,250
Year 2023 budget \$ requested	67,250
Increase/(Decrease)	5,000
% of increase/(decrease)	8%

FYI The City of Lynden for year 2023 would be providing 71.96% of the Downtown Business Association yearly budget.

<i>Lynden Downtown Business Association</i>					
	2022	2023			
INCOME	Yearend - Projected	Proposal - Projected			
Membership Dues	\$12,500.00	\$12,500.00	Total request from City for 2023		
Hanging Baskets -Members	\$7,700.00	\$8,500.00			
City of Lynden -Baskets and Flowers	\$19,950.00	\$19,950.00		17,250.00	
City of Lynden-Labor / Watering	\$37,500.00	\$42,500.00		42,500.00	
City of Lynden-Watering Vehicle Maintenance	\$2,500.00	\$2,500.00		2,500.00	
City of Lynden -Downtown Improvements	-	-			
-Cross street, pole and flower décor -Christmas	\$5,000.00	\$5,000.00		5,000.00	
Events and Promotions					
-Lynden Lighted Christmas					
-Fall promotion	\$2,500.00	\$2,500.00			
Total Income	\$87,650.00	\$93,450.00	67,250.00		
					*2022 approved request was \$62,250
Expenses					
Downtown Marketing and Promotion					
Events					
-Lynden Lighted Christmas	\$2,300.00	\$2,300.00			
-Fall Promotion	\$2,500.00	\$2,500.00			
DBA Projects					
-Branding Marketing	\$1,000.00	\$1,000.00			
Plants & Flowers-Labor-Flower Position	\$30,000.00	\$35,000.00			
Plants & Flowers-Labor-Water Position	\$7,500.00	\$7,500.00			
Plants & Flowers-Labor- DBA \$'s	\$5,700.00	\$5,700.00			
**Plants and Flowers-Materials	\$19,950.00	\$20,750.00			
Watering Vehicle Maintenance	\$2,500.00	\$2,500.00			
Equipment Fuel	\$750.00	\$750.00			
Repairs - watering related, flowerbeds,	\$350.00	\$350.00			
Member Baskets	\$7,700.00	\$7,700.00			
City of Lynden -Downtown Improvements					
-DT Street and pole decorations-Christmas	\$5,000.00	\$5,000.00			
Insurance	\$1,000.00	\$1,000.00			
Accounting	\$800.00	\$800.00			
Office Expense & Postage	\$600.00	\$600.00			
Total Expenditures	\$87,650.00	\$93,450.00			
** 1.DT Baskets on lights 2.Lynden Entrance 3. City street flower beds 4. Flower trees, spring, fall					



FINANCE DEPARTMENT MEMO

TO: Finance Committee
Mayor, City Administrator
FROM: Anthony Burrows
DATE: 8/23/2022
RE: Project Hope

Year 2022 approved budget \$ amount	\$ 35,000
Year 2023 budget \$ requested	50,000
Increase/(Decrease)	15,000
% of increase/(decrease)	42.86%

FYI The City of Lynden for year 2023 would be providing 5.52% of Project Hope's yearly budget.



Christian Hope Association

Project Hope – New Way Ministries

205 South BC Ave Ste. 105
Lynden, WA 98264

August 17, 2022

Anthony Burrows
City of Lynden, Finance Director
300 4th Street
Lynden, WA 98264

RE: Christian Hope Association Budget Request for 2023 - **\$50,000**

Dear Mr. Burrows and Members of the Community Development Committee:

Please find below the 2023 request from the Christian Hope Association (Project Hope and New Way Ministries) to the City of Lynden. We are requesting that **\$50,000** be allocated within the City of Lynden budget for the 2023 fiscal year in order to assist this organization to adequately provide a host of services to members of our community as indicated in the attached document. One particular reason for the significant increase in the request is due to the expansion of the New Way Ministries facilities. Because of that expansion, we are able to serve more women and children. This growth in the number of residents directly results in added personnel costs.

As it relates to the Project Hope Food Bank, during the intense season of COVID, both food and funds were flowing to food banks. Since the beginning of 2022, governmental food supplies (commodities) have decreased 30 – 50%. While that has occurred, the price of food - which we must purchase - has increased dramatically. Requests for community assistance have also increased. That assistance includes gas, laundry, and clothing vouchers, utility bills, and partial rental payments. As our local population grows, so do the requests for assistance which come to our offices.

We are most grateful for your consideration of our request, and we will be pleased to entertain questions.

With deep appreciation for your caring concern for the members of this community,

Henry D. Kok
Executive Director
Christian Hope Association

**City Budget Request
Lynden 2023**

BUDGETARY INFORMATION	2022 Actual	2023 Budget
City Contributions	35,000.00	50,000.00

EXPENDITURES	2022 Budget actual	2023 Budget (proposed)
Salaries & Benefits	464,000.00	661,781.00
Supplies/Office Expense	23,700.00	22,500.00
Services/Insurance	19,500.00	22,200.00
Utilities	20,000.00	20,000.00
Repairs & Maintenance	15,000.00	15,000.00
Direct Aid to Ind. & families	43,000.00	70,000.00
Rent/Occupancy	44,260.00	53,500.00
PH Support Costs	5,500.00	5,500.00
NW Support Costs	29,840.00	32,840.00
Restricted Funds	5,000.00	5,000.00
Total Expenditures and Cash	669,800.00	908,621.00
INCOME		
Community Support	473,000.00	494,000.00
Fundraising Events	75,000.00	125,521
Grants/Foundations	42,000.00	186,000.00
Rentals/Program Income	38,000.00	42,000.00
CITY OF LYNDEN	\$35,000.00	\$50,000.00
Restricted Funds Support	5,000.00	5,000.00
Memorials	1,500.00	1,500.00
Interest Income	300.00	300.00
Grand Totals All Income	\$669,800.00	\$908,621.00

GENERAL FUND

Christian Hope Association (Project Hope Food Bank and New Way Ministries)

	<u>2021</u>	<u>2022</u>	<u>2023</u>
Employees (Full Time Equivalent)	10	13	15
Volunteers (Includes Project Hope Food Bank and New Way Ministries)	75	75	75

Mission Statement:

Project Hope exists to help the poor and needy of north Whatcom County with short-term emergency basic living assistance; and, through developmental measures, bringing economic and social sustainability.

New Way Ministries provides hope and temporary housing for women with children who are in desperate need. To provide compassionate care and counsel in a loving Christian atmosphere. To give hope and encouragement to follow a new path of life-changing action.

Services Provided:

Social services include: food, rent, utilities, clothing, laundry, furniture, transportation, referrals, emergency transitional housing for women and children, education and mentoring programs, work referrals, life coaching, and childcare.

2022 Highlights:

Christian Hope Association

Facilities Expansion – On August 3, 2020 the Christian Hope Association purchased from the Lynden Public School District an additional 15% of the building in which we are operating. Our organization now owns 80% of the New Hope Condominium Owners' Association facility. On May 21, 2022 an Open House was held to celebrate the completion of the renovation of that newly purchased space. Within the renovation, five more rooms for New Way residents were added (for a total of 28 rooms), as were a kitchen and dining area, a laundry room, a dedicated educational center for New Way residents and community use, a centralized office space, and opening the building (as originally designed) for greater resident and staff flow, access, and interaction. Due to the incredible support of the community, the purchase of the added area and the ensuing renovation costs were covered through the generous support of the Mt. Baker Rotary Association, the Bedlington Foundation, numerous gifts from local businesses and individuals, volunteer labor and gifts in kind. The Christian Hope Association remains debt free as a non-profit organization.



FINANCE DEPARTMENT MEMO

TO: Finance Committee
Mayor, City Administrator
FROM: Anthony Burrows
DATE: 8/19/2022
RE: Lynden Pioneer Museum

Year 2022 approved budget \$ amount:

Museum	\$ 30,000	prof services
	5,000	repairs/maint
	14,285	liab ins (city)

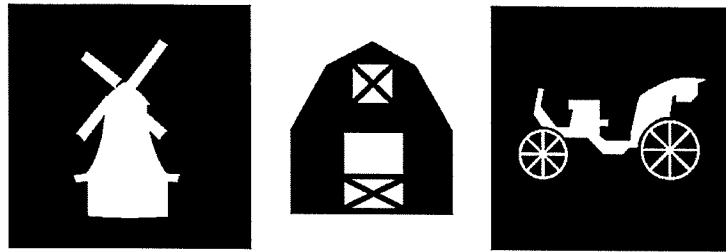
Year 2023 budget \$ requested

36,000 (prof services)
Plus liab. insurance paid directly by
city, repairs and maintenance as
requested by the Museum, and
approved by PW, other expenditures
as recommended by PW – these \$ to
follow.

Increase/Decrease over last year (prof services) 6,000

% of increase/decrease (prof services) 20%

FYI The City of Lynden for year 2023 would be providing 21.7% of the Lynden Pioneer Museum's yearly budget.



LYNDEN PIONEER MUSEUM

2023

LYNDEN CITY BUDGET PROPOSAL
HOTEL/MOTEL TAX DISTRIBUTION REQUEST

To: Lynden City Council

RE: Introduction for 3-Year Strategic plan Synopsis
***Coincides with Museum's 50th Anniversary in 2026**

The Lynden Pioneer Museum is an attraction in-and-of-itself being that it is a museum, community members and visitors of our town will seek it out with interest in our history naturally. However, although popular with those who have visited and know of our existence, still has little public presence, unseen by local and non-local visitors. It's the museums strategy to increase the awareness of the museum by revitalizing both the structure, inside and outside, as well as its digital footprint to create local attraction that entices the community and those visiting our area to have a deeper connection to our history both past and present.

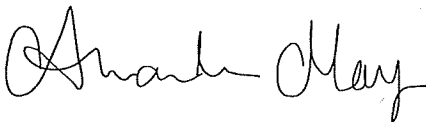
Our goal is to re-introduce the museum as a staple of the community, renewing their ownership and responsibility to be involved. Investing in key things such as structural repair, new signage, basic building remodels and other necessary maintenance gives us the opportunity be visible, to be seen. It's a big leap in the direction we need to create a more sustainable and inspiring future for generations to come that look to be a part of this amazing institute of local history.

The Museum is an important bookend of our historical downtown main street on Front Street. It should give a first impression or last impression of our beloved town given its pivotal location depending on the how someone chooses to enter or leave town. Externally, it currently does not sit to represent an impression that matches the revitalization currently happening to the rest of the main street.

Our proposal to the city for budgetary requests, capital repairs and the use of Hotel/Motel tax directly aligns with this strategic planning. Gaining access to funding allows us to take quick action. In turn we'll start to see improvements sooner in attendance, community participation and local support.

This 3-year strategic planning is meant coincide with the Museum's 50th anniversary in 2026.

I thank you for your consideration.

A handwritten signature in black ink that reads "Amanda May". The signature is written in a cursive, flowing style.

Amanda May
Director
Lynden Pioneer Museum

Agency/Satellite Name: Lynden Pioneer Museum

	<u>2022 Budget</u>	<u>2023 Budget</u>	
INCOME:			
Fundraising	\$ 31,092	\$ 22,600	Events, Booth Funds, Donations & Grants
Program Services	23,101	30,852	Admission, Membership & Space Rentals
Endowment Dividends	35,284	40,000	
City of Lynden	31,235	50,780	City of Lynden (\$36k), City Hotel/Motel (\$14,780)
Whatcom County	2,550	-	
Merchandise	9,483	9,000	Gift shop & non-inventory items
Subtotal	\$ 132,745	\$ 153,232	
<u>Other Income:</u>			
Reimbursed Expenses *Building Structure Repairs	\$ 1,335	\$ 12,500	
Misc Income	262	60	
Interest Income	-	-	
Total Other Income	\$ 1,597	\$ 12,560	
Grand Totals All Income	<u>\$ 134,342</u>	<u>\$ 165,792</u>	

Agency/Satellite Name:

Lynden Pioneer Museum

		<u>2022 Budget</u>		<u>2023 Budget</u>	
EXPENDITURES:					
Fundraising Costs	H/M	\$ 18,384		\$ 12,680	Cemetery Tours, Lynde 500, Booths
Merchandising Costs	H/M	2,581		4,500	Gift Shop & Promotional Merchandising (H/M)
Business Expenses		17,902		7,258	Service Charges, Insurance, Licensing, Merchant Fees, Misc
Advertising & Promotion	H/M	5,716		6,540	
Building Repairs	Capital	-		12,500	
Docent Appreciation		482		1,200	
Dues & Subscription		-		1,000	
Exhibits	H/M	1,906		6,000	
Upgrades & Maintenance	H/M			4,200	
Postage & Delivery				240	
Printing & Reproduction		-		600	
Security		-		1,620	
Storage		-		1,200	Cemetery 1,280
Supplies		2,541		1,200	Buggy Rides 3,500
Utilities		10,799		11,904	Garbage, G&E, I&P, W&S Lynde 5,000
Payroll	COL	76,955		86,200	
Professional Fees		3,208		2,900	
Other Expenses		40		-	Auto Expense
Taxes		<u>3,377</u>		<u>3,500</u>	
Subtotal		143,891		165,242	
Ending Cash & Investments		<u>(9,549)</u>		<u>550</u>	
Total Expenditures & Ending Cash		<u>\$ 134,342</u>		<u>\$ 165,792</u>	

City of Lynden
Agency/Satellite Capital Outlay Schedule
2023

Item	Description	Budget Request
	** The museum has an elevator and buiding expansion included in our 3-5 year strategic planning. We want this noted to the city as we begin prepare plans, timeline and budgeting. We expect that the whole process of this project would take 3 years from concept to completion.	TBD
	A copy of this strategic plan is being prepared for viewing beginning of the 2023 year.	
Total		\$0

Note: Use only for capital purchases that are greater than \$5,000 in cost and that has a life greater than 3 years.

If replacement of item that already exists, ie new HVAC, then it is a repair and maintenance item.

If needed, list those items below that are repair and maintenance large ticket items.

Repair and Maintenance:

Item	Description	Budget Request
<i>Building Revitalizat</i> Restore and repaint Front Street facing outside wall		
OUTSIDE BUILDING		
	50% of the trim and wood molding is rotting & desinegrating from water damage over the years. Needs to be removed, replaced and sealed.	\$ 500.00
	All painted surfaces need fresh coats. Cracks, bubbling and old paint drips repaired and cleaned up. Caulking reapplied where needed and fresh paint applied to all applicable surfaces including the metal header and the white wood header that backs the large wood emblems.	\$ 4,500.00
	Restore and repaint the wood graphic pieces in the building header	\$ 500.00
OUTSIDE SIGN		
	New Outdoor sign - 3'x4' double sided lighted sign that allows the Museum to be clearly visible and brings more attention to it's presence on front	\$ 3,500.00
INSIDE - NW WALL		
	Entire North entrance wall needs to be repainted from where water flashing occurred. This would also cover all window and door trim painting needed on the North wall.	\$ 1,500.00
East Common Room		
	All walls to be patched and repainted.	\$ 800.00
	Carpeting pulled up and replace with wood flooring that aligns with the feel of the buildings aesthetics. **because of the age and wear, the carpeting is causing odors in this room.	\$ - Tear Out
		\$ 1,000.00 Flooring
	Ceiling fan replacement to assist in air circluation	\$ 200.00

All painting amounts verbally quoted on-site by Pro-Coat Custom Painting LLC. Steve Hanks is the step-son of Jim Hale and has offered discounted rates as he knows we are working to revitalization in preperation for our John Deere exhibit and promotion.